

UNITED WAY OF SKAGIT COUNTY  
INDEPENDENT AUDITORS' REPORT  
AND  
FINANCIAL STATEMENTS

JUNE 30, 2015

UNITED WAY OF SKAGIT COUNTY

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## INDEPENDENT AUDITORS' REPORT

To The Board of Directors of United Way of Skagit County:

We have audited the statements of financial position of United Way of Skagit County (a nonprofit organization), which comprise the statements of financial position as of June 30, 2015 and 2014, and the related statements of activities and changes in net assets, functional expenses and cash flows for the years then ended and the related notes to the financial statements.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditors' Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of United Way of Skagit County, as of June 30, 2015 and 2014, and the changes in its net assets and its cash flows for the periods then ended, in conformity with accounting principles generally accepted in the United States of America.

### **Supplementary Information:**

Our audits were made for the purpose of forming an opinion on the financial statements referred to in the first paragraph taken as a whole. The accompanying information on pages 13-14 is presented for purposes of additional analysis and is not a required part of the above financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements referred to above and, in our opinion, the information is fairly stated in all material respects in relation to the financial statements taken as a whole.

December 10, 2015  
Mount Vernon, Washington

UNITED WAY OF SKAGIT COUNTY  
 STATEMENTS OF FINANCIAL POSITION  
 JUNE 30, 2015 AND 2014

	<u>ASSETS</u>	
	<u>2015</u>	<u>2014</u>
ASSETS:		
Cash and cash equivalents	\$ 675,991	\$ 613,323
Unconditional promises to give	834,826	309,571
Property and equipment, net	<u>3,533</u>	<u>3,145</u>
 TOTAL ASSETS	 <u><u>\$ 1,514,350</u></u>	 <u><u>\$ 926,039</u></u>

LIABILITIES AND NET ASSETS

LIABILITIES:		
Accounts payable	\$ 2,387	\$ 137
Accrued liabilities	9,702	9,449
Donor designated allocations payable	55,792	71,011
Total liabilities	<u>67,881</u>	<u>80,597</u>
 NET ASSETS:		
Unrestricted, undesignated	1,362,833	788,417
Unrestricted, board-designated	<u>83,636</u>	<u>57,025</u>
 Total net assets	 <u>1,446,469</u>	 <u>845,442</u>
 TOTAL LIABILITIES AND NET ASSETS	 <u><u>\$ 1,514,350</u></u>	 <u><u>\$ 926,039</u></u>

See accompanying notes to financial statements.

UNITED WAY OF SKAGIT COUNTY  
STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS  
FOR THE YEAR ENDED JUNE 30, 2015 AND 2014

UNRESTRICTED NET ASSETS:	2015	2014
Support:		
Results of total campaign efforts	\$ 1,085,397	\$ 1,000,982
Less provision for uncollectible pledges	(22,899)	(39,898)
Less direct paid designations	(164,141)	(73,638)
Less contributions designated to agencies by donors	(71,063)	(128,713)
Net contributions	827,294	758,733
In-kind contributions:		
Advertising and other	49,886	41,719
Total in-kind contributions	49,886	41,719
Total support	877,180	800,452
Revenue:		
Service fees for designated agency contributions	9,721	18,476
Meals sold at campaign kickoff/board meetings	3,933	2,720
Special events (net of direct expenses of \$17,063 in 2014)		20,792
Interest income	1,662	1,136
Legacy Gift	500,000	
Other revenue	2,417	5,006
Total revenue	517,733	48,130
Reclassification of funds spent for designated purposes	15,500	16,700
Total support, revenue and reclassifications	1,410,413	865,282
Expenses:		
Program services:		
Gross funds awarded	667,824	694,989
(Less third party direct paid designations)	(164,141)	(73,638)
(Less donor designations)	(71,063)	(128,713)
Net funds awarded/distributed	432,620	492,638
Other program services	186,805	128,515
Total program services	619,425	621,153
Management and general	90,245	83,453
Fund-raising	99,716	107,485
Total expenses	809,386	812,091
INCREASE (DECREASE) IN UNRESTRICTED NET ASSETS	601,027	53,191
TEMPORARILY RESTRICTED NET ASSETS:		
Program sponsorships	15,500	16,700
Funds reclassified when spent for designated purposes	(15,500)	(16,700)
DECREASE IN TEMPORARILY RESTRICTED NET ASSETS:	-	-
INCREASE (DECREASE) IN TOTAL NET ASSETS	601,027	53,191
NET ASSETS, beginning of year	845,442	792,251
NET ASSETS, end of year	\$ 1,446,469	\$ 845,442

See accompanying notes to financial statements.

UNITED WAY OF SKAGIT COUNTY  
STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2015

	<u>Program</u> <u>Services</u>	<u>Management</u> <u>and General</u>	<u>Fund-</u> <u>Raising</u>	<u>2015 Totals</u>
Salaries	68,722	43,866	50,387	\$ 162,975
Employee benefits	11,693	13,110	7,423	32,226
Payroll taxes	6,262	4,078	4,585	14,925
Sub-total	<u>86,677</u>	<u>61,054</u>	<u>62,395</u>	<u>210,126</u>
Gross funds awarded	667,824			667,824
Less donor designations	(71,063)			(71,063)
Less third party direct paid designations	(164,141)			(164,141)
Advertising/other- inkind	40,011	483	9,392	49,886
Campaign expenses	1,156		5,541	6,697
Occupancy	9,021	6,852	6,363	22,236
Dues and subscriptions	6,095	4,717	4,332	15,144
Professional services	156	7,623	549	8,328
Meetings & development	10,301	534	1,081	11,916
Vista position	7,584			7,584
Maintenance and services	6,890	3,132	1,706	11,728
Office	1,957	1,537	1,471	4,965
Miscellaneous	1,217	263	172	1,652
Telephone	1,026	780	724	2,530
Insurance	980	769	737	2,486
Postage	585	460	440	1,485
Depreciation	1,018	809	782	2,609
Travel	2,464	191	1,636	4,291
Information technology	1,212	45	314	1,571
Marketing and advertising	3,917	359	1,158	5,434
Small equipment	4,424	547	837	5,808
Training	114	90	86	290
<b>TOTAL EXPENSES</b>	<u><u>\$ 619,425</u></u>	<u><u>\$ 90,245</u></u>	<u><u>\$ 99,716</u></u>	<u><u>\$ 809,386</u></u>

See accompanying notes to financial statements.

UNITED WAY OF SKAGIT COUNTY  
STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2014

	<u>Program</u> <u>Services</u>	<u>Management</u> <u>and General</u>	<u>Fund-</u> <u>Raising</u>	<u>2014 Totals</u>
Salaries	62,277	37,724	34,786	\$ 134,787
Employee benefits	10,540	12,044	6,001	28,585
Payroll taxes	5,735	3,565	3,258	12,558
Sub-total	<u>78,552</u>	<u>53,333</u>	<u>44,045</u>	<u>175,930</u>
Gross funds awarded	694,989			694,989
Less donor designations	(128,713)			(128,713)
Less third party direct paid designations	(73,638)			(73,638)
Advertising/other- inkind	4,568	2,321	34,830	41,719
Campaign expenses			4,640	4,640
Occupancy	7,747	6,084	5,826	19,657
Dues and subscriptions	5,715	4,372	4,187	14,274
Professional services	562	8,681	528	9,771
Meetings & development	5,457	302	4,247	10,006
Vista position	6,932			6,932
Public and other program	6,500			6,500
Maintenance and services	2,488	1,953	1,871	6,312
Office	2,046	1,572	1,505	5,123
Miscellaneous	1,155	836	841	2,832
Telephone	987	775	743	2,505
Insurance	948	744	713	2,405
Postage	892	701	671	2,264
Depreciation	832	654	626	2,112
Travel	1,068	305	293	1,666
Information technology	802	394	377	1,573
Marketing and advertising	584	365	1,186	2,135
Small equipment	297		297	594
Training	383	61	59	503
<b>TOTAL EXPENSES</b>	<u><u>\$ 621,153</u></u>	<u><u>\$ 83,453</u></u>	<u><u>\$ 107,485</u></u>	<u><u>\$ 812,091</u></u>

See accompanying notes to financial statements.

UNITED WAY OF SKAGIT COUNTY  
 STATEMENTS OF CASH FLOWS  
 FOR THE YEAR ENDED JUNE 30, 2015 AND 2014

Increase (Decrease) In Cash and Cash Equivalents	2015	2014
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Increase (decrease) in net assets	\$ 601,027	\$ 53,191
Adjustments to reconcile change in net assets to net cash used in operating activities:		
Depreciation	2,609	2,111
Changes in operating assets and liabilities		
Unconditional promises to give	(525,255)	75,417
Accounts payable and accrued liabilities	2,503	(902)
Donor designated allocations payable	(15,219)	(1,244)
Net cash from operating activities	65,665	128,573
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>		
Purchase of property and equipment	(2,997)	-
Net cash used in investing activities	(2,997)	-
<b>CHANGE IN CASH AND CASH EQUIVALENTS</b>	62,668	128,573
<b>CASH AND CASH EQUIVALENTS, beginning of year</b>	613,323	484,750
<b>CASH AND CASH EQUIVALENTS, end of year</b>	\$ 675,991	\$ 613,323

See accompanying notes to financial statements.



UNITED WAY OF SKAGIT COUNTY  
NOTES TO FINANCIAL STATEMENTS

NOTE 1. ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES

Organization – United Way of Skagit County (the Organization) is a Washington Not-for-Profit Corporation, incorporated August 20, 1964, and governed by a volunteer board of directors. The mission statement is “The United Way of Skagit County focuses community investment to create sustainable, positive change in people’s lives.” The Organization is funded through workplace giving campaign, grants and support from local businesses, foundations and other private funders. The Board oversees all aspects of the Organization including approval of funding decisions. The Organization directs resources within the areas of Education, Income, and Health to targeted key influence sectors that address some of the critical underlying causes of our complex social issues and increase stability of the underpinnings of a healthy and prosperous Skagit County. The Organization promotes a cooperative and supportive spirit throughout the community.

Basis of accounting - The accompanying financial statements have been prepared on the accrual basis and follow the recommendations of the Financial Accounting Standards Board in its ASC 958, formerly Statement of Financial Accounting Standards No. 117 “Financial Statements of Not-For-Profit Organizations.” Under ASC 958 the organization is required to report information regarding its financial position and activities according to three classes of net assets:

Unrestricted net assets – Net assets that are not subject to donor-imposed stipulations. This category of net assets includes amounts designated by the Board for long-term investment.

Temporarily restricted net assets – Net assets subject to donor-imposed stipulations that will be met either by actions of the Organization and/or the passage of time.

Permanently restricted net assets – Net assets subject to donor-imposed stipulations that the principal be maintained permanently by the Organization. The Organization is permitted to use the income earned on the related investments for general or specified operating purposes. The Organization did not have any permanently restricted net assets as of June 30, 2015 or June 30, 2014.

Recognition of Donor Restrictions - Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in temporarily or permanently restricted net assets depending on the nature of the restriction. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.

UNITED WAY OF SKAGIT COUNTY

NOTES TO FINANCIAL STATEMENTS

NOTE 1. ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES  
(Continued)

Cash and Cash Equivalents - Cash and cash equivalents consist of cash held in checking, savings, money market accounts and cash on hand. For purposes of the statement of cash flows, the Organization considers all highly liquid unrestricted investments with an initial maturity of less than three months to be cash equivalents.

Property and Equipment – Property and equipment are recorded at cost or, if acquired as a donation, at fair market value at the date of donation. Assets with a useful life greater than one year and cost over \$1,500 are capitalized. Depreciation is computed using the straight-line method, over the estimated useful lives of the assets (from five to ten years).

Federal Income Tax - The Organization is a non-profit organization, which is exempt from federal income taxation under Section 501 (c) (3) of the Internal Revenue Code and is classified as an organization that is not a private foundation under Section 509 (a) (20) of the Internal Revenue Code. The Organization's Form 990 federal information return is subject to audit for a period of three years after filing.

Donated Services - Donated services are recognized at their fair values only if the services received (a) create or enhance non-financial assets or (b) require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation. In addition to donated services recognized, a substantial number of volunteers have donated significant amounts of their time in the Organization's program services and its fund raising campaigns.

Advertising - The Organization's policy is to expense advertising costs as incurred. Advertising expense paid was minimal for the year ended June 30, 2015 and 2014, because a significant portion of advertising is received as an in-kind donation.

Estimates - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

UNITED WAY OF SKAGIT COUNTY  
NOTES TO FINANCIAL STATEMENTS

NOTE 1. ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES  
(Continued)

Promises to Give – Unconditional promises to give are recognized as revenues or gains in the period received and as assets, decreases of liabilities, or expenses depending on the form of the benefits received. Conditional promises to give are recognized only when the conditions on which they depend are substantially met and the promises become unconditional. The Organization uses the allowance method to determine uncollectible unconditional promises receivable. The allowance is based upon prior years' experience and management's analysis of specific promises made.

Functional allocation of expenses – Costs of providing programs and activities are summarized by functional category in the accompanying statement of activities and statement of functional expenses. Costs are directly allocated where possible and certain expenses not directly related to a particular function are allocated based upon the percentage of time devoted to the benefited activities or on other appropriate methods. The Organization complies with United Way Worldwide standards established for donor designated deductions.

NOTE 2. UNCONDITIONAL PROMISES TO GIVE

Unconditional promises to give consist of the following:

	2015	2014
Pledges receivable	\$ 857,090	\$ 331,835
Allowance for uncollectible promises	(22,264)	(22,264)
Net unconditional promises to give	<u>\$ 834,826</u>	<u>\$ 309,571</u>

The Organization expects all promises to give to be received within one year.

NOTE 3. PROPERTY AND EQUIPMENT

Property and equipment consists of the following:

	2015	2014
Furniture and equipment	\$ 27,308	\$ 24,311
Computer software	4,750	4,750
Leasehold improvements	<u>6,037</u>	<u>6,037</u>
Total property and equipment	38,095	35,098
Less accumulated depreciation	<u>34,562</u>	<u>31,953</u>
Net property and equipment	<u>\$ 3,533</u>	<u>\$ 3,145</u>

UNITED WAY OF SKAGIT COUNTY  
NOTES TO FINANCIAL STATEMENTS

NOTE 4. UNRESTRICTED, BOARD-DESIGNATED NET ASSETS

Unrestricted, board-designated net assets are available for the following purpose:

	2015	2014
Operating reserves	\$ 83,636	\$ 57,025

Board voted to fund 18 months of expenditures with one campaign during the fiscal year transition. We would borrow from Reserves in order to have very little impact on our partner agency funding. Replenishment plan is as follows:

- Year 1 - replenish Reserves to a minimum of 14%
- Year 2 – replenish Reserves to a minimum of 17%
- Year 3 – replenish Reserves to a minimum of 20%
- Year 4 – replenish Reserves to a minimum of 22%
- Year 5 – replenish Reserves to Board Policy of 25%

We were only able to replenish to 10% by the beginning of the 2014-15 fiscal year. As of the beginning of 2015-16 fiscal year reserves were replenished to 15%.

NOTE 5. TEMPORARILY RESTRICTED NET ASSETS

Donors designated the temporarily restricted net assets, which were used for their designated purposes.

There was no unspent temporarily restricted net asset at June 30, 2015 and 2014.

NOTE 6. RETIREMENT PLAN

The Organization contributes to the union pension fund for member employees under the provisions of the contract formula. Organization contributions totaled \$4,324 and \$4,194 for the year ended June 30<sup>th</sup>, 2015 and 2014, respectively.

UNITED WAY OF SKAGIT COUNTY

NOTES TO FINANCIAL STATEMENTS

NOTE 7. OPERATING LEASE OBLIGATIONS

The Organization entered into a long-term, non-cancellable operating lease for office space commencing June 1, 2011. The lease agreement is for five years, expiring May 31, 2016 provides for minimum monthly rentals as follows:

Year 1	\$1,072.50
Year 2	\$1,072.50
Year 3	\$1,179.75
Year 4	\$1,394.25
Year 5	\$1,608.75

The lease agreement is extended for five years, expiring May 31, 2021 provides for minimum monthly rentals as follows:

Year 1	\$1,072.50
Year 2	\$1,104.68
Year 3	\$1,137.82
Year 4	\$1,171.95
Year 5	\$1,207.11

Future minimum lease payments under this noncancellable operating lease over each year until expiration are as follows:

Years ending June 30,		
	2016	\$ 18,769
	2017	12,902
	2018	13,289
	2019	13,688
	2020	14,099
Total future minimum operating lease obligations		<u>\$ 72,747</u>

NOTE 8. SUBSEQUENT EVENTS

Management of the Organization has evaluated events and transactions occurring after June 30, 2015 through December 10, 2015, the date the financial statements were available for issuance, for recognition or disclosure in the financial statements. There were no events and transactions that required recognition and disclosure in the financial statements.

UNITED WAY OF SKAGIT COUNTY  
 SUPPLEMENTARY SCHEDULE OF GROSS FUNDS AWARDED  
 FOR THE YEAR ENDED JUNE 30, 2015

Agency	Base Allocation	Designations	Grants	Total
American Red Cross – Islands Chapter	\$ 4,800			\$ 4,800
American Red Cross – Mt. Baker	19,000	5,418		24,418
Boy Scouts of America- Mt. Baker Council	10,000	564		10,564
Bread of Life Food Bank	7,500	864		8,364
Brigid Collins-Skagit Valley Family Support Center	11,000	360		11,360
Camp Fire USA: Samish Council	10,900	3,120		14,020
Catholic Community Services, WW-NW	12,000	5,854		17,854
Chinook Enterprises	18,000	2,220		20,220
Community Action of Skagit County	71,500	5,777	12,000	89,277
Community Action - Ideas for living	10,800			10,800
Concrete Food Bank	6,500	1,270		7,770
Foundtion of Dist #304		617	7,500	8,117
Girl Scouts of Western Washington	9,000	120		9,120
Helping Hands Food Bank		100	8,000	8,100
Mount Vernon Community Wellness Council	4,500			4,500
North Cascades Health Council	4,500			4,500
Northwest Youth Services	16,500	1,800		18,300
Sea Mar Community Health Center	11,500	700		12,200
Skagit Council on Aging-Meals on Wheels	27,000	7,978		34,978
Skagit Domestic Violence & Sexual Assault	25,500	4,654		30,154
Skagit Habitat for Humanity	7,500	2,960		10,460
SPARC	20,000	1,912		21,912
Skagit Valley Family YMCA	32,500	2,264		34,764
Volunteers of America WW	20,750	156		20,906
Youthnet	17,500	3,880		21,380
Other Agency Designations		18,475		18,475
Youth United			7,872	7,872
Collective Impact			13,717	13,717
Early Learning			3,026	3,026
Public Education			1,755	1,755
Third party processed direct paid designations		164,141		164,141
<b>Total</b>	<b>\$ 378,750</b>	<b>\$ 235,204</b>	<b>\$ 53,870</b>	<b>\$ 667,824</b>

UNITED WAY OF SKAGIT COUNTY

SUPPLEMENTARY SCHEDULE OF GROSS FUNDS AWARDED

FOR THE YEAR ENDED JUNE 30, 2014

Agency	Base Allocation	Designations	Grants	Total
American Red Cross – Islands Chapter	\$ 5,850	\$ 4,310		\$ 10,160
American Red Cross – Mt. Baker	22,500	510		23,010
Anacortes Community Shelter Project				-
Boy Scouts of America- Mt. Baker Council	11,700	724		12,424
Boys & Girls Club of Skagit County		19,180		19,180
Bread of Life Food Bank	8,550	300	2,500	11,350
Brigid Collins-Skagit Valley Family Support Center	8,100	1,224	11,560	20,884
Burlington Health Communities			2,200	2,200
Camp Fire USA: Samish Council	11,700	10,700	2,000	24,400
Catholic Community Services, WW-NW	11,250	6,661	1,400	19,311
Children's Museum of Skagit County			3,000	3,000
Chinook Enterprises	18,000	1,360		19,360
Community Action of Skagit County	59,850	3,236	6,500	69,586
Community Action - Food Distribution Center	27,000			27,000
Community Action - Ideas for living	9,900			9,900
Concrete Food Bank	7,920	770		8,690
Girl Scouts of Western Washington	10,350	720		11,070
Ideas for Living Program				-
Mount Vernon Christian School		7,384		7,384
Mount Vernon Community Wellness Council	5,850			5,850
North Cascades Health Council	5,850			5,850
Northwest Youth Services	12,420		4,500	16,920
Parkview Services			4,000	4,000
Relay for Life of Skagit County		5,000		5,000
Reverie Outreach-In Focus Ministries	2,700	1,694		4,394
Sea Mar Community Health Center	10,800	700	1,500	13,000
Skagit Adult Day Services	8,550	2,500		11,050
Skagit Council on Aging-Meals on Wheels	26,640	8,442	4,000	39,082
Skagit Domestic Violence & Sexual Assault	24,750	4,400	2,800	31,950
Skagit Habitat for Humanity	8,100	2,320	10,000	20,420
SPARC	22,050	780		22,830
Skagit Valley Family YMCA	32,850	2,264	6,000	41,114
The Landing	7,470	1,360		8,830
Visiting Nurse Home Care	450			450
VOA WW Dispute Resolution Center	5,400		2,000	7,400
VOA WW Northsound 2-1-1	10,800			10,800
VOA WW Retired Senior Volunteer Program	8,100			8,100
Youthnet	18,000	5,000		23,000
United General Hospital Auxiliary-Youth United			5,228	5,228
Other Agency Designations		37,174		37,174
Third party processed direct paid designations		73,638		73,638
<b>Total</b>	<b>\$ 423,450</b>	<b>\$ 202,351</b>	<b>\$ 69,188</b>	<b>\$ 694,989</b>